



Week of Jan. 23, 2008 – Jan. 29, 2008

A little recognition goes a long way

Air Force people make extraordinary personal and professional sacrifices to ensure the Air Force accomplishes its mission, and the outstanding accomplishments of our Airmen deserve recognition.

Recognition doesn't always have to come from large organizations or from the headquarters level. A supervisor who takes the time to submit his or her Airmen for local awards, an Airman who points out a job well done at an office meeting, a commander or chief master sergeant who walks the halls to thank Airmen for their work ... these are all ways we can recognize the great things that happen every day in our service because of our Airmen.

While a pat on the back or "kudos" from the boss can do the job, it's also important to go the extra mile and formally recognize those truly outstanding Airmen for their accomplishments through the Air Force Awards and Decorations program. Here are some things to remember about awards:

- There are several types of awards from local quarterly and annual awards that recognize accomplishments of individuals and units within an organization, to higher-level Air Force awards that recognize acts of valor, heroism, exceptional service and outstanding achievement
- Most Air Force awards programs require the completion of an Air Force Form 1206 in bullet format for nominations; depending on the breadth of the award, the form may be anywhere from a quarter of a page to several pages in length
- Airmen can help their supervisors meet award deadlines by keeping track of their accomplishments throughout the year - this not only helps with awards, but will come in handy when it's time for performance reports as well
- If someone from another unit does something that helps out your organization, don't hesitate to draft a letter of appreciation for your commander to sign

More information about Air Force awards can be found in AFI 36-2803, The Air Force Awards and Decorations Program. For information on quarterly and annual award programs, contact your unit awards representative or your local military personnel flight.

Find Airman's Roll Call Online Here: <http://www.af.mil/library/viewpoints/>

Airman's Roll Call is designed for supervisors at all levels to help keep Airmen informed on current issues, clear up confusion, dispel rumors, and provide additional face-to-face communication between supervisors and their teams.